

BILL NO. S-73-12-03

SPECIAL ORDINANCE NO. S-138-73

AN ORDINANCE approving certain bids with Eastman Kodak Co. and Office Systems, Inc. for Records-Keeping Equipment for the Police Department.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

SECTION 1. That certain bid documents Ref. No. 539 dated August 27, 1973, between the City of Fort Wayne, by and through its Mayor and the Department of Public Safety and Eastman Kodak Co. and Office Systems, Inc., for:

EASTMAN KODAK CO.

| | |
|---|-------------------|
| Recordak Micro-Thin Jacket Reader-Filler, Model FRF-1600 (PN #7250) | \$1,350.00 |
| Recordak Motormatic Reader, Model MPG-TL (PN #6538) | 1,520.00 |
| 19X Lens Kit (PN #6516) | 120.00 |
| Recordak Printer, Model ERG-1 (PN #6545) | 1,125.00 |
| Printer Base, Model B (PN #6529) | 500.00 |
| Unit Record Adapter (PN #6550) | 180.00 |
| 11" Print Platen (PN #6533) | 110.00 |
| Recordak Easamatic Reader, Model PFCD (PN #7204) | 200.00 |
| Full 4 x 6 Flats (PN #7211) | 10.00 |
| 21.5X Lens Kit (PN #7205) | 20.00 |
| | <u>\$5,135.00</u> |

OFFICE SYSTEMS, INC.

| | |
|---|--------------------|
| Automated File Unit to House Detective Cases | \$6,275.00 |
| Automated File Unit to House Fingerprint Cards (8x8") | 8,195.00 |
| | <u>\$14,470.00</u> |

all for a total cost of \$19,605.00 of which only \$4,901.25 will be a direct city expenditure, as more specifically set forth in said Bid Document Ref. No. 539 and Purchase Orders numbered 3-19585E and 3-19586E which are on file in the office of the Department of Purchasing, and are by reference incorporated herein and made a part hereof, is hereby in all things ratified, confirmed and approved.

SECTION 2. This Ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

APPROVED AS TO FORM
AND LEGALITY

Paul H. [Signature]
CITY ATTORNEY

William J. [Signature]
Councilman

Read the first time in full and on motion by Hinga, seconded by Star, and duly adopted, read the second time by title and referred to the Committee on Finance (and the City Plan Commission for recommendation) and Public Hearing to be held after due legal notice, at the Council Chambers, City-County Building, Fort Wayne, Indiana, on _____, the _____ day of _____, 197____, at _____ o'clock P.M., E.S.T.

Date: 12/11/73

Shirley M. Weberman
CITY CLERK

Read the third time in full and on motion by Hinga, seconded by Talarico, and duly adopted, placed on its passage. Passed (~~lost~~) by the following vote:

| | AYES <u>9</u> | NAYS <u>0</u> | ABSTAINED _____ | ABSENT _____ to-wit: |
|-------------|-------------------------------------|--------------------------|--------------------------|--------------------------|
| BURNS | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| HINGA | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| KRAUS | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| MOSES | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| NUCKOLS | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| SCHMIDT, D. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| SCHMIDT, V. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| STIER | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| TALARICO | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

DATE: 12/26/73

Shirley M. Weberman
CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as (Zoning Map) (General) (Annexation) (Special) (Appropriation) Ordinance (Resolution) No. S-138-73 on the 26th day of December, 1973.

ATTEST: (SEAL)

Shirley M. Weberman
CITY CLERK

W. Infield C. Wingo Jr.
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 27th day of December, 1973, at the hour of 1:00 o'clock A. M., E.S.T.

Shirley M. Weberman
CITY CLERK

Approved and signed by me this 29th day of December, 1973, at the hour of 2:00 o'clock P. M., E.S.T.

James A. Selman
MAYOR

Bill No. S-73-12-03

REPORT OF THE COMMITTEE ON FINANCE

We, your Committee on Finance to whom was referred an Ordinance
approving certain bids with Eastman Kodak Co. and Office
Systems, Inc. for Records-Keeping Equipment for the Police
Department.

have had said Ordinance under consideration and beg leave to report back to the Common
Council that said Ordinance Do PASS.

William T. Hinga - Chairman

John Nuckols - Vice-Chairman

James S. Stier

Samuel J. Talarico

Paul M. Burns

William T. Hinga

John Nuckols

James S. Stier

Samuel J. Talarico

Paul M. Burns

DATE 2-26-73 CONCLUDED IN
CHARLES W. [unclear] CITY CLERK

MEMO FROM PURCHASING DEPARTMENT

Board of Public Safety
9th Flr., City-County Bldg.
One Main St., Ft. Wayne, Ind.

October 4, 1973

Attn: Larry Riley

Subject: Bid No. 509

Attached are copies of the successful bidders.

Office Systems, Inc.

(P.O. #3-19585E)

One (1) Automated File Unit to House Detective Cases. \$6,275.00

One (1) Automated File Unit to House Fingerprint Cards. 8,195.00

Eastman Kodak Company

(P.O. #3-19586E)

One (1) Recordak Micro-Thin Jacket Reader-Filler
MDL. FRF-1600 (PN #7250) 1,350.00

One (1) Recordak Motormatic Reader, MDL. MPG-TL
(PN #6538) 1,520.00

One (1) 19X Lens Kit (PN #6716) 120.00

One (1) Recordak Printer, MDL. ERG-1 (PN #6545) 1,125.00

One (1) Printer Base, MDL. B (PN #6529) 500.00

One (1) Unit Record Adapter (PN #6550) 180.00

One (1) 11" Print Platen (PN #6533) 110.00

One (1) Recordak Ensamatic Reader, MDL. PFCD (PN #7204) 200.00

One (1) Full 4 x 6 Flats (PN #7211) 10.00

One (1) 21.5X Lens Kit (PN #7205) 20.00

TOTAL:

\$19,605.00

Tabulation sheet is attached.

2-144-73-D-1



Memorandum

To Thomas Casaburo, Bd. of Safety Date September 13, 1973
From A.T. Denetroff, Director of Purchases
Subject Bid No. 539.

COPIES TO:

Attached are the bids received on Bid 539 for Automated
File Unit and Microfilm Equipment.

Please review and return as soon as possible.

S-
this is o.k.



RECEIVED
PURCHASING DEPT.
OCT 02 1973
7:39 AM
1 2 3 4 5 6

| DESCRIPTION OF BIDS | Automated File Unit | Microfilm Equipment | | |
|--|--|--|--|--|
| REF. 539 ING DATE 9/12/73 Police Department | | | | |
| rex of Ft. Wayne | | | | |
| Business Equipment | | | | |
| ell & Howell | | | | |
| .B.M. Corporation | | | | |
| astman Kodak afid. O.K. Bond O.K. | | \$1,350.00 3,555.00 230.00 \$5,135.00 Total | | |
| Office Systems, Inc. Washington RAnd afid. O.K. Bond O.K. | Item 1 \$6,275.00 Item 2 \$8,195.00 | | | |

| RELATION OF BIDS REF. 539 BIDDING DATE 9/12/73 Police Department | Automated File Unit | Microfilm Equipment | | |
|---|---------------------|---------------------|--|--|
| O'Reilly Office Supply | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

CITY OF FORT WAYNE

DEPARTMENT OF PURCHASES

Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Page 1 of 7

Ref. No. 539

Date August 27, 1973

Date wanted

As Soon As Possible

Fund Federal Grant 2-
Appropriation No. 44-72-D1

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.*

(Telephone 423-7037)

*Mail all replies and correspondence, etc. to Attn. of A.T. Demetroff

DEPARTMENT OF PURCHASES

Room 222, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department or Division Police Department- Records Bureau

2nd Flr., City-County Bldg.

Address One Main St., Ft. Wayne, Ind. 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Wednesday, September 12, 1973 at 10:30 A.M.

Time of Bids

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 44608. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

| Quantity | Unit | Materials, Supplies, Equipment or Services | Unit Price | Total Amount |
|----------|------|---|------------|--------------|
| 1 | | Automated File Unit to House Detective Cases. (Letter Size Folder) as per specifications enclosed. | | |
| 1 | | RECORDAK MICRO-THIN Jacket Reader-Filler, Model FRF-1600 (PN #7250) | \$1,350 | \$1,350.00 |
| 1 | | RECORDAK MOTORMATIC Reader, Model MPG-TL (PN #6538) | 1,520 | 1,520.00 |
| 1 | | 19X Lens Kit (PN #6516) | 120 | 120.00 |
| 1 | | RECORDAK Printer, Model ERG-1 (PN #6545) | 1,125 | 1,125.00 |
| 1 | | Printer Base, Model B (PN #6529) | 500 | 500.00 |
| 1 | | Unit Record Adapter (PN #6550) | 180 | 180.00 |
| 1 | | 11" Print Platen (PN #6533) | 110 | 110.00 |
| | | | | \$3,555.00 |
| 1 | | RECORDAK EASAMATIC Reader, Model PFCD (PN #7204) | \$ 200 | \$ 200.00 |
| 1 | | Full 4 x 6 Flats (PN #7211) | 40 | 10.00 |
| 1 | | 21.5X Lens Kit (PN #7205) | 20 | 20.00 |
| | | | | \$ 230.00 |
| | | T O T A L | | \$5,135.00 |

NO ☐ YES ☒ 5% of Bid Performance Bond NO ☐ YES ☐
See instruction item No. 16 on reverse side hereof.

Terms % cash discount if paid within days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications applying and at the prices set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within days from receipt of order.

IMPORTANT

As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here

EASTMAN KODAK COMPANY

Name of Company

For S. I. Jones Title District Sales

Address 4760 Kingsway Drive Mgr.

Indianapolis, Indiana 46205 9/6/73

REFERENCE No. 539

TRADE-IN ON OLD DOCUMAT \$150.00

TERMS OF SALE:

Products are F.O.B. delivered.

Invoices are rendered upon performance of services or shipment of products.

Prices quoted are good for 60 days from present date; thereafter all prices are subject to change without notice.

Acceptance of all orders subject to Branch Office approval.

Terms: Net cash 30 days E.O.M.

5% BID BOND ENCLOSED --

SPECIFICATIONS

1. One automated file unit to house Detective Cases (letter size folders).

The above unit should be similar or equal to Remington Rand LEKTRIEVER 200, Model 9628-1216, with the following specifications:

1. The unit dimensions shall be 96-9/16" wide x 46 $\frac{1}{2}$ " deep x 107 $\frac{1}{2}$ " high plus work shelf extension.
2. The work shelf extension shall be a one piece posting board of polyester laminate with rounded front edges. It shall provide 1,300 square inches of work surface and shall be adjustable from sitting to standing position. When the posting board is moved, the selected carrier shall automatically advance to the new position of the posting board.
3. The unit shall be equipped with 96 letter size trays to provide a total of 1380 filing inches. All trays are locked into place on the carrier by means of an individual latch on each tray. The individual tray latch feature will permit extracting of one or all trays on a given carrier.
4. The unit shall be equipped with a fourway safety system for out of place tray detection and operator safety. Two electronic eyes and two safety touch bars will make the systems inoperable should any obstruction be in their path.
5. The unit shall be equipped with an elevator, two speed motor control system. This system slows the carrier down from high speed to a slow speed mode at 3" before carrier positioning. This feature assures accuracy in carrier positioning and eliminates the jarring effect of stopping hundreds of pounds of media instantly, thus prolonging the life of the electrical and conveyor systems.
6. The push button selector will be flush mounted in the center of the posting board for maximum visibility and accessibility.

2. One automated file unit to house Fingerprint Cards (8x8")

The above unit should be similar or equal to Remington Rand LEKTRIEVER 200, model 9628-1214, equipped with trays to house 8 x 8" media. The specifications will be the same as above except for the following:

1. The unit will be 95 $\frac{1}{2}$ " high.
2. The unit will be equipped with 126 trays to accommodate fingerprint cards or other reports. It will provide 1748 filing inches.

SPECIFICATIONS FOR MICROFILM EQUIPMENT

JACKET LOADER:

Should be able to load 16mm 5.0 mil film at speeds up to 400 chambers per hour into 4" x 6" microthin jackets while displaying images onto 8" x 8" screen at 14.5 magnification.

JACKET READER:

Should display film images from 4" x 6" microthin jackets at 20x or larger onto 11" x 16 1/4" screen. Reader should employ fingertip guided pointer to position jacket carrier flats for rapid location of desired image on the screen.

READER/PRINTER:

Should be selfthreading for open 16mm and 35mm roll film and have capability for reading and printing from microthin jackets, microfiche, and aperture cards at 19x magnification onto roll stock paper with electrostatic process in 12 seconds giving print sizes of 8 1/2" x 11", 11" x 11", or 11" x 14". Variable light intensity control will transmit image through a turret lens barrel capable of holding up to three lenses onto 14 3/4" x 16 1/2" screen. Selected vendor should offer trade-in on our old reader/printer.

WARRANTY:

All of the above should be warrantied for one calendar year from date of installation and training on Fort Wayne Police Department personnel should be given at no charge upon request basis by selected vendor.

CITY OF FORT WAYNE

DEPARTMENT OF PURCHASES

Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.

(Telephone 423-7037)

*Mail all replies and correspondence, etc., to

Room 252, of A.T. Demetroff

DEPARTMENT OF PURCHASES

Room 252, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department Police Department- Records Bureau
or Division 2nd Flr., City-County Bldg.

Address One Main St., Ft. Wayne, Ind. 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Wednesday, September 12, 1973 at 10:30 A.M.
Time of Bids

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 24508. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

| Quantity | Unit | Materials, Supplies, Equipment or Service | Unit Price | Total Amount |
|---|------|---|------------|--------------|
| 1 | ea. | Automated File Unit to House Detective Cases. (Letter Size Folder) as per specifications enclosed. | 6275.00 | \$6,275.00 |
| 1 | ea. | Automated File Unit to House Fingerprint Cards (8x8") as per specifications enclosed | 8195.00 | \$8,195.00 |
| TOTAL BID | | | | \$14,470.00 |
| Microfilm equipment as specified on page 4. | | | | No Bid |

Bid Bond required ☐ YES ☒ 5% of Bid Performance Bond ☐ YES ☒
See Instruction Item No. 18 on reverse side hereof.
Terms Net % cash discount if paid within 30 days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such service upon which prices are quoted, in accordance with the specifications applying and at the service set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within 60-90 days from receipt of order.

IMPORTANT

As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here:

Office Systems, Inc.

Name of Company

For L. E. Coffee Jr. Title President

Address 4514 Newaygo Rd.

Ft. Wayne, Indiana 46808

Date 9-11-73

Page 1 of 7

Ref. No. 539

Date August 27, 1973

Date wanted

As Soon As Possible

Fund Federal Grant 2-
Appropriation No. 44-72-D1

SPECIFICATIONS

1. One automated file unit to house Detective Cases (letter size folders).

The above unit should be similar or equal to Remington Rand LEKTRIEVER 200, Model 9628-1216, with the following specifications:

1. The unit dimensions shall be 96-9/16" wide x 46 $\frac{1}{2}$ " deep x 107 $\frac{1}{2}$ " high plus work shelf extension.
2. The work shelf extension shall be a one piece posting board of polyester laminate with rounded front edges. It shall provide 1,300 square inches of work surface and shall be adjustable from sitting to standing position. When the posting board is moved, the selected carrier shall automatically advance to the new position of the posting board.
3. The unit shall be equipped with 96 letter size trays to provide a total of 1380 filing inches. All trays are locked into place on the carrier by means of an individual latch on each tray. The individual tray latch feature will permit extracting of one or all trays on a given carrier.
4. The unit shall be equipped with a fourway safety system for out of place tray detection and operator safety. Two electronic eyes and two safety touch bars will make the systems inoperable should any obstruction be in their path.
5. The unit shall be equipped with an elevator, two speed motor control system. This system slows the carrier down from high speed to a slow speed mode at 3" before carrier positioning. This feature assures accuracy in carrier positioning and eliminates the jarring effect of stopping hundreds of pounds of media instantly, thus prolonging the life of the electrical and conveyor systems.
6. The push button selector will be flush mounted in the center of the posting board for maximum visibility and accessibility.

2. One automated file unit to house Fingerprint Cards (8x8")

The above unit should be similar or equal to Remington Rand LEKTRIEVER 200, model 9628-1214, equipped with trays to house 8 x 8" media. The specifications will be the same as above except for the following:

1. The unit will be 95 $\frac{1}{2}$ " high.
2. The unit will be equipped with 126 trays to accommodate fingerprint cards or other reports. It will provide 1748 filing inches.

SPECIFICATIONS FOR MICROFILM EQUIPMENT

JACKET LOADER:

Should be able to load 16mm 5.0 mil film at speeds up to 400 chambers per hour into 4" x 6" microthin jackets while displaying images onto 8" x 8" screen at 14.5 magnification.

JACKET READER:

Should display film images from 4" x 6" microthin jackets at 20x or larger onto 11" x 16 1/4" screen. Reader should employ fingertip guided pointer to position jacket carrier flats for rapid location of desired image on the screen.

READER/PRINTER:

Should be selfthreading for open 16mm and 35mm roll film and have capability for reading and printing from microthin jackets, microfiche, and aperture cards at 19x magnification onto roll stock paper with with electrostatic process in 12 seconds giving print sizes of 8 1/2" x 11", 11" x 11", or 11" x 14". Variable light intensity control will transmit image through a turrett lens barrel capeable of holding up to three lenses onto 14 3/4" x 16 1/2" screen. Selected vendor should offer trade-in on our old reader/printer.

WARRANTY:

All of the above should be warrantied for one calandar year from date of installation and training on Fort Wayne Police Department personnel should be given at no charge upon request basis by selected vendor.

DIGEST SHEET

J-73-12-03

TITLE OF ORDINANCE "AN ORDINANCE APPROVING CERTAIN BIDS..."DEPARTMENT REQUESTING ORDINANCE PUBLIC SAFETY (POLICE)

SYNOPSIS OF ORDINANCE PERMITS ACQUISITION OF LISTED ITEMS FOR THE BUREAU OF IDENTIFICATION (RECORDS BUREAU) TO UPGRADE & MODERNIZE RECORDS-KEEPING FOR THE ENTIRE DEPARTMENT. ACQUISITION WILL BE 75 PER CENT FEDERALLY FUNDED.

EFFECT OF PASSAGE MODERNIZATION OF RECORDS-KEEPING IN POLICE DEPARTMENT.

EFFECT OF NON-PASSAGE INABILITY TO PROPERLY FILE & RETREIVE NECESSARY POLICE RECORDS AS VOLUMES KEEP INCREASING.

MONEY INVOLVED (Direct Costs, Expenditures, Savings) TOTAL COST OF \$19,605.⁰⁰, OF WHICH ONLY \$4,901.²⁵ WILL BE A DIRECT CITY EXPENDITURE.

ASSIGNED TO COMMITTEE (J. N.)

FIN

WCH